



No. 6-580/2017-18/Admn.III/ 4365

Date 08.01.2018

TENDER NOTICE

Sealed tenders are invited by Director, ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora on behalf of Secretary, ICAR from the Registered Firms/ Companies in India who are working in this line for the following item.

Item No.	Description of Item/Service
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1.	Books for the year 2017-18 in ICAR- VPKAS, Almora, Library)
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The Tender Schedules containing detailed specifications for the above mentioned items may be downloaded from the Portal of **Central Public Procurement Portal (CPPP)** and **Institute website www.vpkas.icar.gov.in**. Cost of tender form is waived off as per the provision contained in GFR 160 (iv).

The Tenderer will have to deposit an earnest money deposit (EMD) amounting to Rs. 6,000/- (Rupees Six thousand only) in shape of DD/Pay order/FDR/Bank Guarantee in favour of "Director, ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora and Payable at State Bank of India, Almora, 263 601, Uttarakhand". EMD shall be enclosed with Technical Bid. No interested will be paid on earnest money amount.

Tenderers/Bidders must submit hard copy of the EMD which should reach ICAR- VPKAS, Almora (Uttarakhand) on or before closing date of submission of tender, failing which their tenders/bids will not be considered. Bidders may also submit Hard Copy of document submitted online except Technical Bid and Financial Bid, if they so desire.

The quantity of the Tender is always subject to change, and the competent authority has absolute right to accept or reject any or all tender(s) in part or full, without assigning any reasons thereof.

Tender may be sent online to this office on or before 29.01.2018. up to 5.00 PM.

Yours Sincerely,

Officer In-charge (Store)
for Director



ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263601 (Uttarakhand)
(Indian Council of Agricultural Research)
Department of Agricultural Research & Education
(Ministry of Agriculture and Farmers Welfare, Government of India)



ISO 9001:2015

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Tender Document-I

Procurement of Books.

Terms and Conditions for supply of Books :-

- i) Tenders in any other form except on the tender form issued by Institute should not be entertained. Cost of tender form is waived off as per provision contained in GFR 160 (iv)
- ii) Tender should be submitted against each item by online mode through Central Public Procurement Portal at <https://eprocure.gov.in/eprocure/app>.
- iii) Tenderers/Bidders must submit the hard copy of EMD which should reach ICAR-VPKAS, Almora (Uttarakhand) on or before closing date of submission of tender, failing which their tenders/bids will not be considered. Bidders may also submit Hard Copy of document submitted online except Technical Bid and Financial Bid, if they so desire.
- iv) The books available in dual currencies should be billed in the currency by which the converted cost is the lowest in Indian rupees.
- v) The Bid Security (EMD) will not carry any interest on it. The EMD will be refunded in full on receipt after the finalization of tender. The refund of EMD not claimed within three years from the last date of receipt of tender will stand forfeited. However, in case of tender accepted for the supply of Books, the EMD will be refunded.
- vi) The Firm/Agency has to specify clearly the Flat discount rate to be given for the supply of books keeping in view the total order value. Such discount will be subject to deduction from the bill amount itself.
- vii) Books so ordered are delivered by hand in the ICAR-VPKAS, Almora Library in good condition. The firm/agency shall procure all the Books for the library from the respective publishers by Air Freight arrangement at no additional cost and supply the same to the library.
- viii) The firm should have last Five years' experience in supply of Books to ICAR Institute's/SAU, Central universities/other UGC recognized universities. The firm /agency should make an undertaking that it will be in a position to supply the foreign/Indian books as per the list attached.
- ix) The firm have to pay 2% penalty (up to 10% maximum) against late supply of Books.
- x) The Institute reserves the right to discontinue the service of the firm on the basis of performance in terms of supply of books through them.
- xi) The Director, ICAR-VPKAS, Almora reserves the right to accept or to reject any or all items(s) if the tender at any stage without assigning any reason. The decision of the Director, ICAR- VPKAS, Almora in this regard will be final and

binding.

- xii) The rates of the books must be submitted only by charging on current bank exchange rate (TT selling rate).
- xiii) Force majeure: Any failure of omission or commission to carry out the provisions of the contract by the supplier shall not give rise to any claim by either of the party to contract, if such failure of omission or commission arises from an act of God, which shall include all acts of natural calamities such as fire, flood, earthquake, hurricane or any pestilence or from civil strikes, compliance with any statute and /or regulation of the government, lockouts and strikes, riots, embargo or from any political or other reasons beyond the supplier's own control including war (whether declared or not) civil war or state or insurrection, provided that notice or the occurrence of any event by either party to the other shall be given within two weeks from the date of occurrence of such an event which could be attributed to Force majeure conditions.
- xiv) Price Fall Clause: The offer of the rates by the publishers/suppliers will be subject to the price fall clause i.e. if any item is offered by the Tenderer on lower rates to some other organization, he shall forthwith notify such reduction or sale immediately to the Director, ICAR-VPKAS, Almora and such reduction will automatically applicable to the ICAR-VPKAS, Almora.
- xv) No gratification clause: The bidders will give an undertaking that they will not try to gratify any person or use any other unfair means involved in the purchase of the quoted books. This will also debar the company for participating in other tenders floated or to be floated by the purchaser and suitable action will be initiated against such defaulters.
- xvi) Validity of bids: For six months only.
- xvii) The bidders will not form a part of the cartel and put in supporting quotations for some other companies. This will debar the company for participating in other tenders floated or to be floated by the purchaser. The institute can compare the prices of other bidders L2, L3 etc. also the prices quoted in other tenders for same products and in case of discrepancy suitable action will be initiated.
- xviii) Non-black listing- bidders will provide an undertaking on non-judicial stamp paper that neither they nor their principal publishers/suppliers have been blacklisted by any State/ Central Government departments/other organizations.
- xix) Discount percentage shall be indicated both in figures as well in words.
- xx) In case of any dispute arising out of their contract, decision of the Director ICAR-VPKAS, Almora will be final and binding to both Parties.

1	Technical Bid	
2	Financial Bid	
3	Annexure	
4	Authority Letter from Principal (if applicable)	
5	Bank Solvency Certificate	
6	Bank Statement	
7	ITR Number	

Selection Criteria of Bidders for TECHNICAL BID for the supply of Foreign/Indian Books:-

1. The firm should have financial status in dealing with the supply of the books. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order. The documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed along with the offer of the tender, failing which the offer will be rejected. (To be enclosed with the technical bid).
2. The firm should be having PAN (Permanent Account No.) / TAN allotted by the Income tax Department, documentary proof of the same has to be enclosed along with the technical bid.
3. The Firm/Agency should be a regular member of the "GOODS OFFICES COMMITTEE" of the Federation of Publishers and Book Sellers Association of India and a proof has to be enclosed with the offer.
4. Bid Security (EMD) amounting to 2% of the value of Supply order in the form of Demand Draft/Pay order/FDR/Bank Guarantee in favour of Director, ICAR-VPKAS, Almora. No interest will be paid on EMD.
5. The hard copy of earnest money deposited amounting to Rs. 6,000.00 (Rs. Six thousand only) in the form of Demand Draft/Pay order/FDR/Bank Guarantee in favour of Director, ICAR-VPKAS, Almora, which should reach ICAR- VPKAS, Almora (Uttarakhand) on or before closing date of submission of tender, failing which their tenders/bids will not be considered. No interest will be paid on EMD.
6. Technical Bid to be appended along with the offer.
7. The firm /agency is supposed to enclose the documentary evidence of minimum Two (2 nos.)work order of at least the same value of the present supply order each for the foreign/Indian Books to be annexed regarding supply of books to ICAR Institute's/SAU Central universities/ other UGC recognized universities and IITs, (to be enclosed with the technical bid). Experience should be for supply of foreign/Indian Books.
8. The Firm / agency should give undertaking that the firm have necessary permission to deal with foreign and Indian books and make necessary payment in currency. Further it should fulfil all statutory requirements as per the enclosed checklist with the technical bid)
9. Terms and conditions for supply of books in ICAR-VPKAS,Almora, duly signed has to be enclosed with the technical bid.
10. In case of any dispute arising out of their contract, decision of the Director, ICAR-VPKAS, Almora will be final and binding to both parties. **All legal disputes, if any, shall be subject to Almora, Uttarakhand, jurisdiction only.**

Check List	
Sl.	Documents Attached
1.	Earnest Money Deposit (EMD)
2.	Authorization Letter from Principal (if applicable)
3.	Technical Bid
4.	Financial Bid
5.	User list
6.	Certified copy of PAN
7.	TIN Number/GST



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TECHNICAL BID

1. Name of the Firm:
2. Head Office Address :
Branches:
3. (i) Tel. No.
(ii) Fax No.
(iii) e-mail:
(iv) web site, if any
4. Kind of proprietorship:
 - (i) If Limited concern, name and address of Directors and Managing Directors
 - (ii) If single owner, name and address of the proprietor and Manager.
 - (iii) If partnership, name and addresses of partners:
5. The firm should have financial status in dealing with the supply of the books. Turnover of the firm during the preceding 3 years should be minimum 5 times of the supply order or any equivalent amount fixed by the ICAR-VPKAS, Almora. The documentary proof of this effect in the form of balance sheet for each year for the last three years has to be enclosed along with the offer of the tender, failing which the offer will be rejected.(To be enclosed with the technical bid). YES/NO
6. Whether firm is Income tax payee? if so have you attached the copy of ITCC (Annexure-II) YES/NO
7. Are you a member of "Good Offices Committee of the Federation of Publishers and Booksellers Association of India? If so attach the copy of the membership certificate? (Annexure - III) YES /NO

8. Have the firm has infrastructure providing online accessibility and provide web based claim management support so that the order/delivery/claim status can be checked by ICAR- VPKAS, Almora (Uttarakhand) as and when required and given website address where this service can be checked along with technical bid? (Annexure IV)
YES/NO

9. Have you attached work orders of two (2 nos.) ICAR/SAU Libraries/recognized Institutions/Universities, with documentary evidence of order for foreign/Indian Books of at least Rs. 10 lac? (Annexure- V)
YES/NO

10. Have you already sent the draft of Earnest money Deposit of Rs.6,000.00 (Rs. Six thousand only)? If yes (mention the Bank draft No. _____ dated _____ issuing Bank)
YES/NO

11. Banker's details (a certificate issued by the banker's may be attached. Banker's name and address)
 Bank A/c No. YES/NO

12. Have the firm PAN (Permanent Account number) / TAN allotted by the Income Tax Department, Documentary proof of the same has to be enclosed ?
YES/NO

13. Flat Discount of books that will be offered to the ICAR-VPKAS, Almora Library as per (Financial Bid) attached .
YES/NO

14. The Firm / agency should give undertaking that the firm have necessary permission to deal with foreign/Indian books and make necessary payin foreign currency. Further it should fulfil all statutory requirements .Have you attached the certificate?
YES/NO

15. Have you signed the terms and conditions for supply of foreign and Indian books in ICAR-VPKAS, Almora Library?
YES/NO

16. I/We will supply genuine copy of all the listed books in good condition. YES/NO

	Earnest Money Deposit (EMD)
	Authorisation Letter from Financial (if applicable)
	Technical Bid
	Financial Bid
	User ID
	Copy of PAN
	TAN No.

Declaration

- A. I/we _____ (name of partners/proprietors/share-holders) do hereby declare that the entries made in this application form are true to the best of our knowledge and that we shall be bound by the acts of duly constituted attorney. It is certified that all the information furnished by me/us is correct. In case if it is found incorrect, I/we have no objection if my/our bid is rejected or cancelled by ICAR-VPKAS, Almora, Library and I/we agree to abide by the terms and conditions mentioned above.
- B. Mr. _____ whose signatures are given below, is an authorized representative of this firm
- C. I/we also undertake the responsibility to communicate all subsequent changes in the constitution or working of firm, affecting the accuracy of the facts, stated above.

SIGNATURE OF THE PROPRIETOR WITH ALL
PARTENRS FIRM'S OFFICIAL SEAL

1	Methods of Soil Analysis (Reference book)	Author: David W. Bouma, Scott Smith, A. T. Abdelal, Art Wilcox Publisher: Soil Science Society of America, Inc.	01
2	Structural Manual (Springer Lab manual)	Author: All Vants Publisher - Springer	01
3	Methods for determination of VA Microbial fungi (Reference book)	Author: N. C. Schenck, Yvonne Young Publisher: Syngenta Publications USA	01
4	Methods of Soil Microbiology (Reference book)	Editor: R. Dick, Number 9 in the Soil Science Society of America Book Series ISBN: 0-762-49118-5 - Publisher - Soil Science Society of America, Inc. Madison, Wisconsin, USA	01
5	Microbiology Methods and Procedures	Editor: Inoch, Wolfgang Daniel, Wolf ISBN: 3-527-49118-5 Hanser Press	01
6	Soil Microbiology, Volume 11 (Reference book)	Editor: G. S. Soane, Editor: J. G. White ISBN: 9-78-2-842-04275-6 Publisher: Springer-Verlag Heidelberg	01



ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263601 (Uttarakhand)
 (Indian Council of Agricultural Research)
 Department of Agricultural Research & Education
 (Ministry of Agriculture and Farmers Welfare, Government of India)



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FINANCIAL BID

Sl.	Description	Cost	Discount	GST	Total
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1. Supply of Books in ICAR-VPKAS, Almora library (List enclosed) (Quantity of books may be increased/decreased at the discretion of the competed authority.

Flat discount offered by
the agency the Year
2018

Signature of the Bidder with official seal.



List of books for purchase in 2018

Sl.	TITLE	AUTHOR/PUBLISHER	No of copies
1	Bergey's Manual of Systematic Bacteriology Volume 1 (Reference book)	Author: Garrity, George Boone, David R., Castenholz, Richard W. Publishers - Springer-Verlag New York	01
2	Bergey's Manual of Systematic Bacteriology Volume 3 (Reference book)	Author: Vos, P., Garrity, G., Jones, D., Krieg, N.R., Ludwig, W., Rainey, F.A., Schleifer, K.-H., Whitman, W. Publishers - Springer-Verlag New York	01
3	Bergey's Manual of Systematic Bacteriology Volume 5 (Reference book)	Author: Whitman, W., Goodfellow, M., Kämpfer, P., Busse, H.-J., Trujillo, M., Ludwig, W., Suzuki, K.-i., Parte, A. Publishers - Springer-Verlag New York	01
4	Methods of Soil Analysis part 2; Microbiological and Biochemical Properties (Reference book)	R.W. Weaver, Chair Scoot, Angle Peter, Bottomley david Bezdicek ,Scoot Smith, Ali Tabatabai, Art Wollum Publisher - Soil Science Society of America, Inc.	01
5	Mycorrhizal Manual (Springer Lab manual)	Author: Ajit Varma, Publisher - Springer	01
6	Manual for identification of VA Mycorrhizal fungi (Reference book)	Author: N C Schenck; Yvonne Pérez ISBN13 9780962598036, Publisher - Synergistic Publications, USA	01
7	Methods of Soil Enzymology (Reference book)	Richard P. Dick, Number 9 in the Soil Science Society of America Book Series ISBN: 978-0-89118-854-4 Publisher - Soil Science Society of America, Inc., Madison, Wisconsin, USA	01
8	Metagenomics-Methods and Protocols	Editors: Streit, Wolfgang, Daniel, Rolf (Eds.); ISBN 978-1-4939-6689-9 Humana Press	01
9	Soil Biology, Volume 40, 2014, Root Engineering Basic and Applied Concepts	Editors: Asunción Morte, Ajit Varma • ... show all 2 hide ISBN: 978-3-642-54275-6 Publisher-Springer-Verlag Berlin Heidelberg	01